



# OFFICE OF THE CITY ADMINISTRATOR



Mark E. Farrell, Mayor  
Naomi M. Kelly, City Administrator

## Sugary Drinks Distributor Tax Advisory Committee

### Meeting Minutes - DRAFT

February 21, 2018

5:00PM

25 Van Ness, Suite 610  
San Francisco, CA 94102

#### Order of Business:

1. Call to Order / Roll Call
2. Approval of Excused Absences [Action]
3. CAO Report
4. Interfaith Liaison Committee Presentation and Discussion [Discussion]
  - a. Members of the Faith-Based Liaison Committee, led by Pastor Raynard Hills presented and gave the committee suggestions on community needs and groups the tax dollars could support. The group presented six recommendations the committee should consider:
    - i. Improve Food Pantry Services in the Bayview
    - ii. Improve Food Security by addressing Food Access in the Bayview
    - iii. Increase Food Delivery Programs for Seniors and those with Disabilities
    - iv. Establish Restaurant Gift Cards for Homeless Populations
    - v. Establish Fresh Healthy Food Program for Pregnant Women and Infant Children
    - vi. Cultivate Liaison Advocacy Programs
5. Subcommittee Workshop Discussion [Discussion]
  - a. At this time the committee broke up into small subcommittee groups with members of the public to discuss their recommendations.
6. Subcommittee Reports and Recommendations [Discussion]

- a. Representatives of the each subcommittee presented their findings to the committee.
  - b. After discussion the committee approved to establish the following priority populations:
    - i. low income San Franciscans, and/or
    - ii. Populations\* shown to be consuming sugary drinks at a high rate, and/or
    - iii. Populations\* disproportionately affected by diet sensitive chronic diseases (such as diabetes, obesity, and tooth decay
    - iv. Youth and Young Adults, especially adolescent males
    - v. \*Note: Populations including but not limited to African American, Asian, Latino, Native American, and Pacific Islander populations. Those who submit proposals that do not serve the aforementioned populations will need to provide rationale and evidence their proposal is serving a population that consumes sugary drinks at a high rate or is disproportionately affected by diet sensitive chronic diseases.
7. Committee Discussion on Draft Report & Recommendations [Discussion & Action]
- a. The committee discussed potential priority categories [e.g. decreasing consumption of SSBs, increasing water consumption, oral health, healthy food access, physical activity, and other e.g.CBPR, new innovations)]
  - b. The Committee approved that each subcommittee should recommend a list of priority strategies and submit them via google drive by 5:00p on Feb. 28."
  - c. They also approved that members should submit ideas about percentages to allocate to each strategy, or to propose another method of allocation.
8. Committee Members' Comments and Announcements
9. Committee Members' Proposed Future Agenda Items [Discussion]
- a. Committee Report and Recommendations
10. Next Meeting Schedule [Discussion and Action]
- a. The next regularly scheduled meeting is set for March 2, 2018 (City Hall, Room 416, 1 Dr. Carlton B. Goodlett Place)
11. General Public Comment:

- At this time, members of the public may address the Citizens Advisory Committee on items of interest to the public that are within the subject matter jurisdiction of the Committee but do not appear on the agenda. With respect to agenda items, the public will be given an opportunity to address the Committee when the item is reached in the meeting. Each member of the public may address the Committee for up to three minutes.
- The Brown Act forbids a Committee from taking action or discussing any item not appearing on the posted agenda, including those items raised at Public Comment. In response to public comment on an item that is not on the agenda, the Committee is limited to:
  - o Briefly responding to statements made or questions posed by members of the public, or
  - o Requesting staff to report back on a matter at a subsequent meeting, or
  - o Directing staff to place the item on a future agenda. (Government Code Section 54954.2(a).)

## 12. Adjournment

**Note:** Each action item will hold public comment before a vote is made.

## **RINGING AND THE USE OF CELLPHONES**

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## **KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

For information on your rights under the Sunshine Ordinance (Chapters 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, please contact:

Sunshine Ordinance Task Force

1 Dr. Carlton B Goodlett Place Room 244  
San Francisco, CA 94102-4689  
Phone: 415-554-7724, Fax: 415-554-5784  
Email: [sotf@sfgov.org](mailto:sotf@sfgov.org)

Copies of the Sunshine Ordinance can be obtained from the Administrator of the Sunshine Task Force, the San Francisco Public Library and on the City's website at [www.sfgov.org](http://www.sfgov.org).

## **DISABILITY ACCESS**

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